



## CIRCULAR LETTER

<b>1. Case number</b>	<b>2. Place and date</b>
<b>3. Information about seller</b>	
Company name and org.no.	
Postal address	
Phone	
E-mail	
Contact person	
<b>4. Location of goods</b>	
Country	
Place	
Ship	
Storage	
<b>5. Description of goods</b>	
Weight and size	
Insurance	
Classification / special regulations	
Other documentation	



<b>6. Description of the damage</b>	
<b>7. Pictures / video of the goods</b> Are there pictures / videos attached? YES NO	
<b>8. Additional information</b>	
<b>9. Documents needed to be submitted by bidder (e.g., certificate of registration, bank guarantee etc.)</b>	
<b>10. Inspection of the goods</b> It is possible to inspect the goods? YES NO	
<b>11. Reservations</b> Is it possible to make reservations? YES NO <i>Note that if any reservation is made seller and Norwegian Marine &amp; Cargo Survey are free whether to accept the bid and do not have any duty to inform bidder of their decision nor on other received bids</i>	
<b>12. Bidding period</b>	
<b>13. Minimum price</b>	
<b>14. Payment information</b>	
Name of bank	
Account number	
SWIFT	
IBAN	



<b>15. Handover information</b>	
Handover at the goods location	
Deadline for handover <i>The goods must be handed over as early as possible, however, not later than</i>	
Delivery / shipping of goods <i>The parties must then agree on the practicalities (e.g., who is ordering the transpiration etc.)</i>	
Transportation code if the goods are delivered / shipped <i>(i.e., INCOTERMS)</i>	



## AUCTION FORM

<b>1. Information about bidder</b>	
Company name and org.no.	
Postal address	
Phone	
E-mail	
Contact person	
<b>2. Bid</b> <i>All bids are excl. of VAT, other taxes, customs etc., which must be covered by bidder in addition to the bid amount</i>	
<b>3. Reservations</b> <i>Note that if any reservation is made seller and Norwegian Marine &amp; Cargo Survey are free whether to accept the bid and do not have any duty to inform bidder of their decision nor on other received bids</i>	

BY SIGNING THIS DOCUMENT, YOU CONFIRM THAT YOU HAVE READ AND UNDERSTOOD THE CIRCULAR LETTER AND AUCTION FORM. BY SUBMITTAL OF THIS AUCTION FORM, YOU ARE BOUND BY THE TERMS AND CONDITIONS FOR THE AUCTION AND THE TERMS AND CONDITIONS FOR THE CONTRACT, BOTH ATTACHED TO THE CIRCULAR LETTER.

THE BID PUT FORWARD IN THE AUCTION FORM IS LEGALLY BINDING FOR THE BIDDER FOR TWO (2) CALENDAR DAYS, STARTING THE DAY AFTER THE BID IS RECEIVED BY NORWEGIAN MARINE & CARGO SURVEY (THE ACCEPTANCE PERIOD). NORWEGIAN MARINE&CARGO SURVEY IS FREE TO ACCEPT THE BID WITHIN THE ACCEPTANCE PERIOD. IF THE BID IS NOT ACCEPTED WITHIN THE ACCEPTANCE PERIOD, THE BID IS NO LONGER BINDING.

Place, date: \_\_\_\_\_

\_\_\_\_\_

Signature